

# NOTICE



18 March 2021

## Students to submit outstanding documents & fees

Final year student of 2020,

Are you expecting to graduate in April 2021? then please take note of the following:

### 1. Submission of original documents

During your studies, apart from having had submitted certified copies of your documents (such as ID, school leaving certificate, NQA report, English translation report, etc.), you ought to have submitted your original documents for us to update your student record file. If all your originals have been submitted and filed, you're good to graduate.

However, if you haven't done so in the past, please submit your original documents (with recent certified copies) before 25 March, at your nearest Student Records Office at any campus. Kindly do provide your student number and course of study completed.

Enquiries on outstanding documentation can be submitted to [verifications@unam.na](mailto:verifications@unam.na)

International students, please contact Dr Aune Sam at [asam@unam.na](mailto:asam@unam.na) for any enquiries.

### 2. Outstanding fees

If you are to graduate in April 2021, please have all outstanding fees (such as tuition fees, library fees, etc.) cleared with our Finance Office, before 25 March. Outstanding fees can be paid at the nearest campus or by EFT. Payments should be done with your student number as reference.

#### Bank Account Details:

##### Bank name: First National Bank Namibia

Account name: UNAM Student Deposit Account  
Account type: Current account  
Branch code: 281872  
Swift code: FIRNNANX  
Account number: 62246793451  
Reference number: Student Number

##### Bank name: Standard Bank of Namibia

Account name: University of Namibia  
Account type: Deposit Account  
Branch code: 08067100  
Swift code: SBNMNANX  
Account number: 041471407  
Reference number: Student Number

##### Bank name: Bank Windhoek

Account name: UNAM Student Account  
Account type: Deposit Account  
Branch code: 482372  
Swift code: BWLINANX  
Account number: 8020914616  
Reference number: Student Number

Enquiries on any outstanding fees, should be made at [studentaccounts@unam.na](mailto:studentaccounts@unam.na) (remember to provide your student number for quicker enquiry turnaround time).

Students submitting documents or pay outstanding fees after 25 March will only graduate in September 2021.

Thank you.

Office of the Registrar

